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**Minutes**  
**CCB Conference**  
**February 20-21, 2002**  
**Central Design Facility, Naval Sea Logistics Center,**  
**Naval Weapons Station,**  
**Yorktown VA**

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**1 Purpose**

The purpose of this meeting was to gather together major claimant representatives and discuss the status of the CCB Charter, draft a SOP Document, and prioritize open SIRs. See Appendix A for the Agenda.

**2 Attendees**

See Attached File – CCB Conference Feb 2002 Attendee Registration.

**3 Old Business**

N/A

**4 New Business**

- a. **Presentation Slides** – Briefing slides, along with all attachments and documents, will be posted to the SLDCADA Web Site, and may be viewed at: [www.sldcada.navy.mil](http://www.sldcada.navy.mil)

Time and Attendance Program Status (Karen Buck)  
SLDCADA Development Update (Tim Sledge)  
DCPS to DCPS (D2D) Transfer (Tom Murray)  
SLDCADA Users Conference Summary (Frauke Tuthill/Rich Kay)  
SLDCADA Deployment Update/Schedule (Frauke Tuthill)  
Sybase to Oracle Conversion (Frauke Tuthill)  
System Architecture/Performance/Network Issues (Louise Carlson)

- b. **Introduction and Welcome** – Rich Kay welcomed everyone, introduced key meeting players, and briefed administrative items.
- c. **Project History** – Karen Buck gave a general Project update, reiterating the purpose of implementing SLDCADA Navy-wide; in all, 140k Navy employees will be obtaining/utilizing the SLDCADA system. Karen also briefed the status of current ERP efforts within the Navy; and that NAVSEA received the go-ahead from Greg Barber's office to work on the pilot interface with DFAS to directly feed DCPS.
- d. **SLDCADA Development Update** – Tim Sledge provided current status of major changes & enhancements for Version 21.4-00 and Version 21.5-00. Kevin Jackson then briefed status of Oracle Applications using different Oracle Versions.
- e. **DCPS to DCPS Transfer** – Tom Murray briefed the status on the DCPS to DCPS (D2D) Transfer, providing valuable information on the effort to refine from 12 DCPS's databases to 8, and data on the Denver transfer to Charleston on May 5, 2002.
- f. **SLDCADA Users Conference** – Frauke Tuthill and Rich Kay provided status of three Users Conferences recently held on the East Coast (Yorktown, Nov. 2001 and Jan. 2002), and on the West Coast (San Diego, Dec. 2001). Overall, user satisfaction was very good, and a tentative training plan will be put in place to provide continual training to users of all experience levels.

- g. **SLDCADA Deployment Status** – Frauke Tuthill provided deployment update and schedules for each major claimant. Overall, deployment is going well.
- h. **Sybase to Oracle Conversion** – Frauke Tuthill briefed status and updates to the Sybase to Oracle effort currently underway at the various claimant sites, their percentage completions, and estimated completion dates.
- i. **SLDCADA SIR Prioritization (Working Session)** – Frauke Tuthill and Tim Sledge presided over the SIR Prioritization effort, and CCB members reviewed each open System Improvement Requests (SIR). Each Claimant was permitted one vote in prioritizing the SIRs, and they were later tallied and ranked according to a priority scale.
- j. **Technical Architecture** – Louise Carlson briefed SLDCADA system architecture issues, performance/network issues, web update, stress test update, and update on the Smart Card integration effort underway.
- k. **Configuration Control Board (CCB) Charter (Working Session)** – CCB members were provided a draft copy of the CCB Charter for discussion, update, and finalization. Attendees were involved in a group exercise with SiloSmashers employees to finalize the Charter.
- l. **Standard Operating Procedure (SOP) Document (Working Session)** – CCB members were placed into separate working groups to formulate, discuss, and draft up the SIR Process. A Draft Strawman SOP Document will be provided to CCB members prior to the next CCB Meeting.

## 5 Action Items

#	Action	POC	Status
1	Coordinate posting of Meeting Minutes and all briefings and attachments to Web Site: <a href="http://www.sldcada.navy.mil">www.sldcada.navy.mil</a>	Rich Kay Mary Sonken	Open
2	Provide Draft Strawman SOP to each CCB member representative prior to next CCB Meeting	Rich Kay Mary Sonken	Open
3	Distribute SIRs to CCB Members for review 30 days prior to CCB	Rich Kay Mary Sonken	Open

## 6 Next CCB Meeting: August 2002 (Tentative).

**Note:** You may view these minutes, along with all presentation and working documents, at the following web address: <https://www.sldcada.navy.mil>

**Approved:**

**Karen J. Buck**  
Time and Attendance Program Manager

**Frauke K. Tuthill**  
SLDCADA Project Manager

**Attachments:**

1. CCB Agenda
2. CCB Attendee/Registration Listing
3. SIR Prioritization List (completed & ranked at CCB Meeting)
4. Draft SIR Flow/Process
5. Finalized CCB Charter (to be provided separately)
6. SIR List (Version 21.5) (see Website)
7. PowerPoint presentations: (see Website)
  - Time and Attendance Program Status (Karen Buck)
  - SLDCADA Development Update (Tim Sledge)
  - DCPS to DCPS (D2D) Transfer (Tom Murray)
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